

**Frederick County Healthcare Coalition  
Executive Committee  
Meeting Minutes**

**Date:** July 2, 2007

**Location:** Frederick County Health Department

**Attendance:** Barbara Brookmyer  
Gail Griffin  
Pat Hanberry  
Leigh Joos  
David Liddle  
Tom Werner  
Jim Williams (chair)

**Excused:** Helen Monk  
Maria Shuck

**Subcommittee Reports:**

**Prescription Subcommittee** – Next meeting July 17<sup>th</sup> at 4pm at FMH. Refining prescription assistance resource guide. Working on time-gap issues, legislation, and possible future quest speaker.

**Affordability Subcommittee** - Requesting time for 2 presentations during next Coalition meeting regarding the legislative process and the Maryland Healthcare Coalition. Next meeting July 17<sup>th</sup> 4:00pm at FMH.

**Availability Subcommittee** - Members briefed on survey to be conducted of dental providers to support gathering data for applying for designation as a medically underserved area. Discussed development of simple web resource guide. Plan to develop a quick look, simple one-page resource guide for medical care resources. Plan to discuss resources with 211 program.

**Need Assessment Subcommittee** - Media announcements on radio to start next week and press conference planned to take place in Winchester Hall July 9<sup>th</sup> with FMH, BOCC, and FCHD. Focus groups planned July 17, 18 and 19.

**General Discussion:**

**Website Enhancements** - Recommendations – list names of Executive Committee members. Keep single point of contact for EC – Jim Williams and the Subcommittee points of contact.

**Membership dues** - By-laws reference collection of dues from members. Membership determination/definition needed. Question of whether revenue is needed and acknowledgement that revenue is different from and larger than dues. Reinforcement of



commitment to avoid discouraging membership with dues structure and collection process. Plan to review current membership structure and develop for budget to guide revenue discussions. Would need to identify a fiscal agent since to incorporated.

- **ACTION:** David Liddle to approach Community Foundation to determine if it could be a possible fiscal agent.
- **ACTION:** Each Subcommittee chair to query members to validate membership from organization or individual standpoint.

**Incorporation and 501(c)(3) Status** - Additional information to further the EC's deliberations include a solid statement of why needed, commitment by those needed for 501(c)(3) status, and benefits of incorporation and 501(c)(3) status. Need to identify rules of donations and tax deductions and how the EC'S incorporation and tax-exempt status may impact.

The Availability Subcommittee had previously examined pros and cons of obtaining 501(c)(3) status. Acknowledgement of different philosophical approaches be supported by those entities that currently raise funds or to be directly and actively engaged in fundraising through a fiscal agent or 501(c)(3).

- **ACTION:** The Availability Committee will research further.

**Wellness Ad Hoc Committee** - Tom Werner distributed a summary of a proposal to establish a Wellness Ad-Hoc Committee for a period not to exceed one year and to report back to the EC on the advisability of establishing a permanent Standing Committee. Plan to revisit around the time for the release of the Community Health Profile.

**Next meeting:**

July 16<sup>th</sup>. Meetings scheduled for the first and 3<sup>rd</sup> Monday. Send agenda items to Jim Williams.